





# January 2008 Training Opportunities

*For training opportunities, you will need to register through your Agency Training Contact Person (ATCP)*

Mon	Tues	Wed	Thurs	Fri
	1 	2	3	4
7	8 <b>Sexual Harassment Prevention</b> 1:30p.m.-4:00p.m. IN Government Center South, Indianapolis Room 16, SPD Classroom	9	10	11
14 <b>Intermediate American Sign Language**</b> <b>Week 1 of 8</b> 10:00a.m.-11:30a.m. IN Government Center South, Indianapolis Room 16, SPD Classroom **Restricted to employees who have completed Basic American Sign Language	15 <b>Customer Service</b> 9:00a.m.-12:00p.m. IN Government Center South, Indianapolis Room 16, SPD Classroom	16 <b>Progressive Discipline**</b> 9:00a.m.-12:00p.m. <i>and...</i> <b>Family Medical Leave**</b> 1:00p.m.-3:00p.m. IN Government Center South, Indianapolis Room 16, SPD Classroom **Restricted enrollment to supervisor/manager and HR personnel 	17	18

21 	22	23	24	25
28 <b>Intermediate American Sign Language** Week 2 of 8</b> 10:00a.m.- 11:30a.m. IN Government Center South, Indianapolis Room 16, SPD Classroom **Restricted to employees who have completed Basic American Sign Language	29	30	31	



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